

# Immanuel Christian Reformed Church

## 2626 Mayfield Road, Caledon

Immanuel has been using the PAR system for about 10 years.

What is PAR? Simply put, PAR is the acronym for Pre-Authorized Remittances. These automated debits from our bank accounts are used by most of us in our regular banking. For example, utility and mortgage payments are examples of funds automatically taken from our personal bank account. With PAR payments, the amounts must first be authorized by the individual before any withdrawals can be completed.

Currently 52% of our monthly budget contributions come from 47 individuals that have chosen PAR. This percentage has been growing; 2014 saw an 11% increase over 2013. It is our goal to continue growing the number of PAR users at Immanuel.

The Stewardship Team, supported by the Deacons and the Finance Team, is encouraging Immanuel participants not currently enrolled in the program to consider registering and for those already enrolled to consider adjusting their PAR contributions on a regular basis. There are a number of good reasons why you should consider contributing using PAR:

### ***For the Contributor:***

PAR allows you to make regular, monthly payments that represent the amount that you have thoughtfully and prayerfully decided to give. It also allows you to continue to give even when you're away thus avoiding playing catch up.

### ***For Immanuel:***

It provides a steadier, regular cash flow that is consistent with the monthly expenses that the church incurs. PAR also results in a significant reduction of labour in two areas: Weekly counting and deposits of Sunday offerings and weekly updating of charitable giving records. PAR also reduces the chance of error since the entire process is automated.

If you would like to enrol in PAR but have more questions, then please contact any member of the Stewardship Team listed at the bottom of the page. We would be more than pleased to provide you with answers. We've attached a form that can be completed and submitted. This form is also available on our website under Members / Members Resources.

Your Stewardship Team,

Audrey Bouwers, Joss DeGroot, Peter Dykstra, Julio Gomez, Helen Vandyk, Gerald Bloemendal

Immanuel Christian Reformed Church  
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**PAR CONTRIBUTION FORM**

Name of contributor: \_\_\_\_\_

Current date: \_\_\_\_\_

Check one of the following:

I wish to enrol in the PAR program \_\_\_\_\_

I'm already enrolled in PAR and wish to adjust my contribution \_\_\_\_\_

**First time enrolment OR current participant change in bank account**

I authorize Immanuel Christian Reformed Church, Brampton Ontario to withdraw from the bank account noted below, a MONTHLY amount of \$\_\_\_\_\_ starting on the 20<sup>th</sup> of \_\_\_\_\_ (month), \_\_\_\_\_ (year). These funds are to be utilized by the church for its budget obligations.

Name of banking institution \_\_\_\_\_

Type of bank account (Chequing etc) \_\_\_\_\_

Name and Address of financial institution \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Note: Please attach cheque marked VOID

Contributor signature: \_\_\_\_\_

**Participants already enrolled – change in contribution**

I authorize Immanuel Christian Reformed Church, Brampton Ontario to adjust the withdrawal from the bank account noted below, to a MONTHLY amount of \$\_\_\_\_\_ starting on the 20<sup>th</sup> of \_\_\_\_\_ (month), \_\_\_\_\_ (year). These funds are to be utilized by the church for its budget obligations.

Bank Account # \_\_\_\_\_

Contributor signature: \_\_\_\_\_

**Note: See reverse side of the form for more detailed instructions**

## **INSTRUCTIONS FOR COMPLETING PAR FORM**

The instructions below are provided for those enrolling in PAR for the first time and for those already enrolled that would like to adjust their contribution or are changing bank accounts.

### **Completing the Form**

#### ***First Time PAR participants***

Enrolling in the program is simple. Follow these steps:

1. Complete the attached form remembering the following:
  - a. The amount indicated as a withdrawal is the MONTHLY contribution
  - b. Contribution amounts are for the budget only. The second offering is different each week; therefore contributions would likely vary by the contributor.
  - c. A cheque from the account you wish to have automatic withdrawals taken should also be submitted. The cheque should be marked VOID. Important information from the cheque is utilized to set up the automatic withdrawals.
  - d. Withdrawals always take place on the 20<sup>th</sup> of each month. This date cannot vary as Immanuel pays a fee each time we process a PAR withdrawal. This once a month withdrawal keeps our fees to a minimum.
  - e. A copy of the completed form will be put in your mail slot after it is processed
  - f. Don't forget to sign the document
2. Hand in the completed form to Barb Buikema, the Envelope Coordinator. Barb is the only individual that handles these forms and will keep them confidential once received. The form can either be deposited directly into Barbs mail slot or can be scanned and emailed to her at [cbbuikema@gmail.com](mailto:cbbuikema@gmail.com).
3. Check your bank account after the 20<sup>th</sup> of the month to ensure the funds have been withdrawn.

#### ***Current PAR Participants – Adjusting your contribution***

Making a change to your current contribution level is even easier than enrolling:

1. Complete the attached form
2. Hand in to Barb Buikema. See instructions above under 'First Time Participants'

Thank you for considering this valuable program.

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